



WASHOE COUNTY HEALTH DISTRICT

ADMINISTRATIVE HEALTH SERVICES DIVISION



Public Health
Prevent. Promote. Protect.

CM/ACM _____
Finance PN
DA /
Risk Mgt. /
HR /
Other /

STAFF REPORT BOARD MEETING DATE: December 9, 2014

DATE: November 20, 2014

TO: Washoe Board of County Commissioners

FROM: Patsy Buxton, Fiscal Compliance Officer, 775-328-2418, pbuxton@washoecounty.us

THROUGH: Anna Heenan, Administrative Health Services Officer, 775-328-2417, aheenan@washoecounty.us

SUBJECT: Approve amendments totaling an increase of \$63,773 in both revenue and expense to the FY15 CDC Public Health Preparedness – BP2 Carry-Over Federal Grant Program, IO 11217; and if approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts)

SUMMARY

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the appropriate budget adjustments

The Washoe County Health District received a Notice of Subgrant Award from the Division of Public and Behavioral Health for the period July 1, 2014 through June 30, 2015 in the total amount of \$63,773 in support of the CDC Public Health Preparedness BP2 Carry-Over Grant Program. A copy of the facepage of the Notice of Subgrant Award is attached.

The District Board of Health approved these amendments at their November 20, 2014 meeting.

BCC Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

District Board of Health strategic priority: Protect population from health problems and health hazards.

This item supports the Epidemiology and Public Health Preparedness (EPHP) Division's mission to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of bioterrorism events or any public health emergency.

PREVIOUS ACTION

There has been no previous action taken by the Board this fiscal year for this grant.

BACKGROUND

The Nevada Division of Public and Behavioral Health awarded the Public Health Preparedness Program \$63,773 (with \$6,377.30 or 10% match) for the budget period July 1, 2014 through June 30, 2015. Funds will be used to support contractual, travel, supplies, and operating expenditures.

The FY15 CDC BP2 Carry-Over funds were not projected in the FY15 budget. The total award amount is \$63,773. A budget amendment in the amount of \$63,773 is necessary to bring the Notice of Subgrant Award into alignment with the program budget.

FISCAL IMPACT

Should the Board approve these budget amendments, the adopted FY 15 budget will be **increased by \$63,773** in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11217 -431100	Federal Revenue	\$63,773
	Total Revenue	\$63,773
2002-IO-11217 -710100	Professional Svcs	26,039
2002-IO-11217 -710110	Contracted/Temp Services	17,496
2002-IO-11217 -710300	Operating Supplies	1,000
2002-IO-11217 -710350	Office Supplies	3,500
2002-IO-11217 -710509	Seminars and Meetings	3,550
2002-IO-11217 -710512	Auto Expense	750
2002-IO-11217 -711210	Travel	9,538
2002-IO-11217 -711504	Equipment nonCapital	1,900
	Total Expenditures	\$63,773

RECOMMENDATION

Staff recommends that the Washoe Board of County Commissioners approve amendments totaling an increase of \$63,773 in both revenue and expense to the FY15 CDC Public Health Preparedness – BP2 Carry-Over Federal Grant Program, IO 11217; and if approved direct the Comptroller's Office to make the appropriate budget adjustments.

POSSIBLE MOTION

Move to approve amendments totaling an increase of \$63,773 in both revenue and expense to the FY15 CDC Public Health Preparedness – BP2 Carry-Over Federal Grant Program, IO 11217; and if approved direct the Comptroller's Office to make the appropriate budget adjustments.



State of Nevada
Department of Health and Human Services
Division of Public & Behavioral Health
(hereinafter referred to as the Division)

HD #: **14586**
Program #: **CDC08-13A**
Budget Acct: **3218**
Category: **22**
GL: **8516**
Job Number: **9306914-2222**

-NOTICE OF SUBGRANT AWARD

Program Name: Public Health Preparedness (PHP) Preparedness, Assurance, Inspections and Statistics (PAIS) Division of Public & Behavioral Health (DPBH)		Subgrantee Name: Washoe County Health District (WCHD)																									
Address: 4150 Technology Way, Suite #200 Carson City, NV 89706-2009		Address: 1001 East Ninth Street / PO Box 11130 Reno, NV 89520																									
Subgrant Period: July 1, 2014 through June 30, 2015		Subgrantee's: EIN: <u>88-6000138</u> Vendor #: <u>T40283400Q</u> Dun & Bradstreet: <u>073786998</u>																									
Purpose of Award: Funds are intended to demonstrate achievement in the following Public Health Preparedness Capabilities: #1 - Community Preparedness, and #8 - Medical Countermeasure Dispensing, according to the CDC Grant Guidance.																											
Region(s) to be served: <input type="checkbox"/> Statewide <input checked="" type="checkbox"/> Specific county or counties: Washoe County																											
Approved Budget Categories: <table border="1"><tr><td>1. Personnel</td><td>\$</td><td><u>0</u></td></tr><tr><td>2. Contractual/Consultant</td><td>\$</td><td><u>43,535</u></td></tr><tr><td>3. Travel</td><td>\$</td><td><u>13,838</u></td></tr><tr><td>4. Equipment</td><td>\$</td><td><u>0</u></td></tr><tr><td>5. Supplies</td><td>\$</td><td><u>4,500</u></td></tr><tr><td>6. Other</td><td>\$</td><td><u>1,900</u></td></tr><tr><td>7. Indirect</td><td>\$</td><td><u>0</u></td></tr><tr><td colspan="2">Total Cost:</td><td>\$ <u>63,773</u></td></tr></table>		1. Personnel	\$	<u>0</u>	2. Contractual/Consultant	\$	<u>43,535</u>	3. Travel	\$	<u>13,838</u>	4. Equipment	\$	<u>0</u>	5. Supplies	\$	<u>4,500</u>	6. Other	\$	<u>1,900</u>	7. Indirect	\$	<u>0</u>	Total Cost:		\$ <u>63,773</u>	Disbursement of funds will be as follows: Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures <i>specific to this subgrant</i> . Total reimbursement will not exceed \$63,773 during the subgrant period.	
1. Personnel	\$	<u>0</u>																									
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Source of Funds: <table border="1"><tr><td>1. Centers for Disease Control and Prevention</td><td>% of Funds: 100%</td><td>CFDA: 93.069</td><td>Federal Grant #: 5U90TP000534-03</td></tr></table>		1. Centers for Disease Control and Prevention	% of Funds: 100%	CFDA: 93.069	Federal Grant #: 5U90TP000534-03																						
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Terms and Conditions: In accepting these grant funds, it is understood that: 1. Expenditures must comply with appropriate state and/or federal regulations; 2. This award is subject to the availability of appropriate funds; and 3. The recipient of these funds agrees to stipulations listed in the incorporated documents.																											
Incorporated Documents: Section A: Assurances; Section B: Description of Services, Scope of Work, and Deliverables; Section C: Budget and Financial Reporting Requirements; Section D: Request for Reimbursement; Section E: Audit Information Request; and Section F: DPBH Confidentiality Addendum Attachment 1: Match Certification																											
Authorized Subgrantee Official Title <u>District Health Officer</u>		Signature <u>[Signature]</u> Date <u>11/6/14</u>																									
Erin Seward Health Program Manager II, PHP		Signature <u>[Signature]</u> Date <u>10/30/14</u>																									
Chad Westom Bureau Chief, PAIS		Signature <u>[Signature]</u> For Chad Westom Date <u>10/30/14</u>																									
for Richard Whitley, MS Administrator, Division of Public & Behavioral Health		Signature <u>[Signature]</u> Date <u>11/20/14</u>																									